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ABSTRACT

This is the first prospectus of the Open University which will begin operating in January 1971. University governance, policy, and philosophy are discussed in the introduction. The remainder of the prospectus is devoted to: (1) degrees and diplomas offered by the University; (2) the undergraduate program; (3) a syllabus of foundation courses; (4) application requirements and procedures for admission as an undergraduate; (5) studying at the University, including home study and correspondence and broadcast elements; (the Open University is generally geared to adult students who either work or are occupied at home); (6) the postgraduate program; (7) fees; and (8) a list of University officers and staff. The appendices include: (1) calendars for 1970 and 1971; (2) regions, regional offices, and study centers: (3) a provisional list of summer schools in 1971; (4) regulations governing the award of the BA degree; (5) regulations governing the award of higher degrees for advanced study and research; and (6) regulations governing the award of higher doctorates. (AF)

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THE OPEN UNIVERSITY

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Prospectus 1971

This Prospectus has been produced as early as possible in the interests of applicants. Some of the information may change before the academic year begins in January 1971. Registered students will be notified of any changes as soon as possible.

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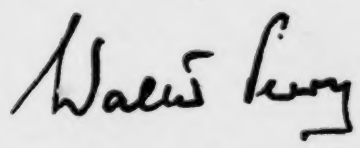
Foreword by the Vice-Chancellor

This is the first official publication of the Open University. In it we describe our plans for 1971, the first year of our teaching programme. These plans have been produced by the staff of the University but have been broadly based upon the outlines drawn up by the Open University Planning Committee, and described in their Report published last January.

In preparing this Prospectus within the time available, we have inevitably left gaps in our plans, but these we shall largely fill during 1970. We have however provided all the information that is necessary for those who would like to study with us. We shall issue supplementary information to our registered students in due course.

We are all very conscious of the challenge and the excitement of the tasks that lie before us. We intend to offer real opportunities to all those of you who have long wished for a chance to improve your role in life by one of the few means that brings lasting satisfaction – by education. We look forward to welcoming as many as possible of you as members of the Open University in 1970 and to working together in 1971.



November, 1969.

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Introduction

The Open University Planning Committee was set up in September 1967 following the publication of the Government White Paper "University of the Air"; its task was to "work out a comprehensive plan for the Open University" and at the end of May 1969 the plan became a reality. In the words of the Royal Charter which was granted then – "there shall be and is hereby constituted a University with the name and style of the Open University". On 23rd July, 1969, at a ceremony at the Royal Society in London, the Charter was formally presented to the University by Sir Godfrey Agnew, Clerk of the Privy Council, and the first Chancellor, Lord Crowther, was installed in office.

The permanent headquarters of the University are in the new city of Milton Keynes in North Buckinghamshire; buildings have been and are being erected on the 70 acre site to accommodate the academic staff, the educational technologists and the administrative nucleus of the University. Many of its activities, however, are organised on a regional basis and the tutorial and advisory staff will work from regional centres around the country.

In January 1971 the early plans will come to fruition when the Open University begins its teaching programmes and the first students embark on the first courses.

The executive governing body of the University is the Council which has ultimate responsibility for the conduct of all University affairs and, in the words of the Charter, for "advancing the interests of the University, maintaining its efficiency, encouraging teaching, the pursuit of learning and the prosecution of research therein". The Council meets at regular intervals and is concerned largely with the administration of the finances and business affairs of the University.

The members of the Council are drawn from both inside and outside the University with representatives from the academic staff (and later from the students), from institutions of both higher and further education, and from the BBC. There are also a number of members whose work is not directly connected with education but whose outstanding achievements in their own fields enable them to make a valuable contribution to the administration of the University.

The composition of the Senate provides for representation of the full-time academic staff, the part-time tutorial staff and the educational technologists, all of whom will be developing the University's new teaching methods. The Senate is responsible for the academic work of

the University, directing and regulating the teaching and research and controlling all matters connected with examinations and the award of degrees. In early years, as in all new universities, academic decisions relating to the maintenance of academic standards are also the concern of the Academic Advisory Committee, which is appointed by the Privy Council.

The Open University will be concerned primarily with adult students in full-time employment or working in the home. It will accept students who, when their course begins, are under 21 only if there are reasons, such as physical disability or domestic or other circumstances, which make it impossible for them to attend a conventional institution of higher education. Open University students will be scattered throughout the country and education must be brought to them by all the techniques available.

Students will not be confined to one or two subjects; rather will their programmes of study be designed to embrace studies over a wide range of subjects and across several disciplines. Students will be able to study arts subjects and science subjects and, as befits a University which terms itself 'open', there will be as few restrictions on the choice of subjects as possible. Maximum flexibility and an interdisciplinary approach will thus characterise Open University courses.

Each course will consist of correspondence "packages" sent to the students by post and calling for the return of assignments by the students; integrated with these correspondence packages will be a series of television and radio programmes, short summer or week-end courses and regionally-organised tutorial and counselling systems.

The correspondence courses will use modern learning methods, including programmed learning techniques where appropriate. The broadcast programmes will also pioneer new paths; they will not reproduce conventional university lectures but will experiment with all the resources of the media. The television and radio programmes are being produced jointly by the University and the BBC. The two bodies work together in educational partnership, using to the full the BBC's expertise and experience in producing educational programmes.

The philosophy of the Open University was admirably summarised by its first Chancellor, Lord Crowther, in his inaugural address, delivered on 23rd July, 1969, and extracts of it are reproduced here.

"We are open, first, as to *people*. Not for us the carefully regulated escalation from one educational level to the next by which the traditional universities establish their criteria for admission. 'We took it as axiomatic', said the Planning Committee, 'that no formal academic qualifications would be required for registration as a student. Anyone could try his or her hand, and only failure to progress adequately would be a bar to continuation of studies.'

"The first, and most urgent, task before us is to cater for the many thousands of people, fully capable of a higher education, who, for one reason or another, do not get it, or do not get as much of it as they can turn to advantage, or as they discover, sometimes too late, that they need. Only in recent years have we come to realise how many such people there are, and how large are the gaps in educational provision through which they can fall. The existing system, for all its expansion, misses and leaves aside a great unused reservoir of human talent and potential. Men and women drop out through failures in the system, through disadvantages of their environment, through mistakes of their own judgment, through sheer bad luck. These are our primary material. To them we offer a further opportunity.

"But if this were all, we could hardly call ourselves a University. This is not simply an educational rescue mission – though that is our first task, and we do not decry it. But we also aim wider and higher. Wherever there is an unprovided need for higher education, supplementing the existing provision, there is our constituency . . ."

"The Open University is not the rival of the existing

universities. It is designed to take over where they are compelled to leave off . . ."

"We are open as to *places*. This University has no cloisters – a word meaning closed. Hardly even shall we have a campus. By a very happy chance, our only local habitation will be in the new city that is to bear two of the widest-ranging names in the history of English thought, Milton Keynes. But this is only where the tip of our toe touches ground. The rest of the University will be disembodied and airborne. From the start, it will flow all over the United Kingdom . . ."

"We are open as to *methods*. We start, in dependence on, and in grateful partnership with, the BBC. But already the development of technology is marching on, and I predict that before long actual broadcasting will form only a small part of the University's output. The world is caught in a Communications Revolution . . . Every new form of human communication will be examined to see how it can be used to raise and broaden the level of human understanding . . ."

"We are open, finally, to *ideas*. It has been said that there are two aspects of education, both necessary. One regards the individual human mind as a vessel, of varying capacity, into which is to be poured as much as it will hold of the knowledge and experience by which human Society lives and moves. This is the Martha of education – and we shall have plenty of these tasks to perform. But the Mary regards the human mind more as a fire that has to be set alight and blown with the divine efflatus. That also we take as our ambition . . ."

Degrees and Diplomas offered by the University

2.1 Undergraduate Degree

The Planning Committee announced in 1968 that there would be four main 'lines' of study: arts, science, mathematics and technology, and social sciences. These 'lines' of study correspond roughly to the faculties of existing universities. It has now been decided to separate mathematics from technology and to add a sixth 'line' or faculty, namely educational studies.

When we came to consider the degrees that would be awarded for successful study we were determined to ensure that there would be maximum flexibility so that a student could take a degree by drawing on courses from several faculties, and so that a student who began studying in one faculty could, at any stage, change direction and move over to study in another. It is virtually impossible to achieve this sort of flexibility if several degrees, all with different regulations, are initiated. The Senate, supported by the Council, therefore decided that we should offer only one degree for undergraduates.

This decision led, naturally, to a consideration of what the name of our degree should be. We could have chosen some wholly new name but this might have caused difficulties for our graduates who would have had to explain to employers and others just what this new name meant. On the other hand if we chose a name that was already used commonly by other universities, we had to ensure that we were not running counter to established practice; because if we did break the established rules, our graduates would again have problems in explaining this to employers and others.

In consequence we have decided to offer only the degree of Bachelor of Arts (B.A.) with or without honours, and this degree will be awarded even if nearly all the courses that a student takes are in science or technology. We are aware that this may cause some difficulty for graduates who have to explain that their B.A. degree is comparable to a B.Sc. from another university. On the other hand, there are precedents for this, as the Universities of Oxford and Cambridge and many other universities in the English-speaking world already follow the same pattern; they, too, award only a B.A. degree even if all the courses are in science or technology.

The certificate issued to graduates will list all the courses successfully completed so that in no case should there be any doubt as to the

nature of the studies that a student has undertaken throughout his undergraduate career.

The B.A. degree will be available both with and without honours. A student who successfully completes one course will be awarded a "credit" in that course. As announced by the Planning Committee, the B.A. degree will be awarded to those who obtain credits in *six* courses, and the B.A. (Honours) degree to those who obtain credits in *eight* courses, some of which must be selected from among the more advanced courses offered by the University. Fuller details of the undergraduate programme are provided in Section 3, and regulations governing the award of the undergraduate degree are given in Appendix 4.

2.2 Higher Degrees for Advanced Study and Research

The University will offer courses leading to higher degrees to those who are already graduates or who possess equivalent qualifications. Like our undergraduate degree, these higher degrees can be obtained by part-time study and by the acquisition of a number of credits; but in addition to credits in individual courses, which will be organised on the same basis as undergraduate courses, there will also be 'research credits'. A fuller description of a 'research credit' is given in Section 7.

The University will offer the degrees of Bachelor of Philosophy (B.Phil.), Master of Philosophy (M.Phil.) and Doctor of Philosophy (Ph.D.). These will normally require the satisfactory completion of the equivalent of one, two and three years of full-time study, but the period of study may be spread over a much longer period of part-time work. Furthermore, students may carry out their postgraduate studies without being resident at Milton Keynes. A fuller account of the regulations governing the award of these degrees is given in Appendix 5.

In addition to providing for 'non-residential' students in this way, we will also have facilities for a small number of 'residential' students based at Milton Keynes. Fuller details of this programme are also given in Appendix 5.

We believe that our postgraduate programme, especially that for 'non-residential' students, will prove useful and attractive to many graduates who, because they are working in industry, in research laboratories, in the Civil Service, in local government, or in other fields, find it difficult

to take advantage of the opportunities for postgraduate study available in other universities, most of which require periods of residential study. We shall try to make a modest start on this postgraduate programme in 1971, but, because of the problems of getting the undergraduate programme under way, we cannot yet begin postgraduate registration. We hope to make a further announcement later in 1970. *Please do not apply to us for postgraduate registration until a further announcement is made.*

2.3 Diplomas of the University

The University intends in later years to offer diplomas in special topics to cover the needs of those requiring further educational courses after experience in industry, commerce or the professions. Details of the first of these diplomas will be included in the 1972 Prospectus.

2.4 Higher Doctorates

The University also offers the degrees of Doctor of Letters (D.Litt.) and Doctor of Science (D.Sc.) but these are available *only* to graduates of the Open University or to members of the full-time staff of the Open University. Fuller details are given in Appendix 6.

2.5 Honorary Degree

The University has taken power under the Charter to award the honorary degree of Doctor of the University (D. Univ.) to persons of distinction. This is the only degree that may be conferred *honoris causa*. All other degrees of the University can be obtained only by examination.

The Undergraduate Programme

3.1 The Structure of Undergraduate Courses

The academic year will run from January 1st until December 31st, and summer schools will thus fall in the middle of courses and not at the beginning or at the end. Within the first ten months of the academic year there will be 36 weeks during which teaching programmes will be offered. November and December will be taken up with the sitting and marking of examinations and with advising students on their choice of courses for the subsequent year of study. A calendar for 1971 is given in Appendix I.

Courses will be offered at four levels of academic study and the foundation courses commencing in January 1971 will represent the first of these levels. In 1972 the University will offer second level courses in all six faculties as well as repeating the foundation courses. Students may take either one or two courses in any year, and their study for a degree may be spread over any number of years.

A student who satisfactorily completes the work of any one course and also satisfies the examiners in the assessments made during and at the end of the course will be awarded a certificate of credit in that course. Students whose performance in a foundation course is judged to be of sufficient merit will be awarded a certificate of credit with distinction.

A student may not register for a course at second or subsequent level unless he has obtained at least one credit in a course at the immediately preceding level. A total of six credits will be required for the award of the B.A. degree. The B.A. (Honours) degree will be awarded to those who obtain credits in eight courses, two of which must be selected from among the third and fourth level courses offered by the University. All students proceeding to the B.A. degree with or without honours must obtain credits in two foundation courses. Possible course sequences are given in Appendix 4.

Each foundation course will consist of three basic elements: correspondence study, a series of broadcasts on radio and television, and a summer school. It may be that in some of the second and subsequent level courses the broadcast and summer school elements will be reduced.

Correspondence Study

Students will be sent, at intervals, "packages" of materials for study.

The Library and, beyond, the Arts & Mathematics building

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All packages will include specially-written course materials; some packages may also include other study materials such as slides, films, tape recordings, kits for home experiments, etc. Details will be made available to registered students before the course starts.

Broadcasts

The television broadcasts of each foundation course will be transmitted on BBC 2 at weekly intervals. Each weekly programme will be broadcast twice. The radio broadcasts of each foundation course will be transmitted on the VHF waveband on BBC Radio 3 or Radio 4 at weekly intervals. Each weekly radio programme will be broadcast twice. Details of the times of all broadcasts will be made available to registered students before the course starts.

Summer Schools

Each foundation course will include a summer school lasting for up to two weeks, which is an integral part of the course. It provides an intensive period of study in a different kind of learning situation and for this reason it is regarded as an extremely important part of the education process.

All students are expected to attend a summer school, and students registering for a foundation course should be aware of this obligation. Nevertheless, it is recognised that special circumstances may make this impossible for certain students. In such instances, and subject to the recommendation of the student's counsellor, it may be possible to substitute alternative arrangements, such as attendance at a number of week-end courses. Exceptionally, a student may be granted exemption from either a summer school or week-end courses, but because of the integral nature of this element of the course, exemption will be granted only rarely. *Applications for the substitution of alternative arrangements, or for exemption cannot be considered until a student is registered for a foundation course.*

Students following two foundation courses will attend a single summer school, where special arrangements for study will be made. Students may not attend two summer schools. The summer schools will be held at various centres throughout the country during the months of July, August and September. Students will be as free as possible to choose the time and location of their summer school. A provisional list of available schools for 1971 is given in Appendix 3 (page 103).

Tutors and Counsellors

Each student will be assigned to a course tutor who will correct and return the written work required during the course and who will advise the student on the progress that he is making. The 'packages' of the correspondence study element will usually include an assignment requiring written work to be submitted to the course tutor. The results of the assessment of such written work will be recorded and used as part of the final assessment of a student's performance. The weight attached to such results may become greater as the course proceeds. The final assessment of a student's performance will also depend upon the results of an examination on the work of the course; examinations will be held at centres throughout the country during early November. Full details of examination programmes will be sent to registered students as soon as possible in 1971.

Wherever the number of students in a particular part of the country justifies it, the University plans to set up a study centre equipped with radio and television receivers where students can meet one another for discussion and mutual help. A list of the probable locations of study centres in 1971 is given in Appendix 2, but this list will be modified in the light of student distribution as this becomes known. Each student will be assigned to a counsellor in his geographical area. The counsellor will be available at the local study centre to advise students, to monitor discussion groups, and to guide the student on his general educational progress. The University is also studying the possibility of arranging a certain number of tutorial classes at study centres.

3.2 Undergraduate Courses to be Offered

Four foundation courses will be offered in 1971. These are listed in Table 1.

TABLE 1

Line of Study	Course No.	Title of Course
Arts	A100	Humanities: a foundation course
Mathematics	M100	Mathematics: a foundation course
Science	S100	Science: a foundation course
Social Sciences	D100	Understanding Society: a foundation course

Students may choose to study any one or two of these foundation courses in 1971 but will not normally be allowed to study more than two courses in the same year. There is no foundation course in Technology or in Educational Studies.

It is intended to offer in 1972 as many of the second level courses listed in Table 2 (on the next page) as possible (none of these is available in 1971).

It is probable that some of the courses listed in Table 2 may be offered in separate parts. Thus if two courses were offered each in two parts lasting for 18 weeks, it would be possible for students to choose to study both parts of one course or both parts of the second course or, as an extra choice, the first part of one course with the second part of the second course. It is considered that this extra flexibility will be of maximum importance in science and in mathematics. Indeed the titles of the science courses in Table 2 presuppose such a division into three discrete parts. Fuller details will be made available in the Prospectus for 1972.

TABLE 2

Line of study	Course No.	Title of Course	Prerequisites (see 3.3 and Appendix 4)
Arts	A201	Period studies in Humanities: Renaissance and Reformation	—
	A202	Period studies in Humanities: The Age of Revolutions	—
	A203	Period studies in Humanities: The Twentieth Century	—
Educational Studies	E201	Education as learning and development	—
	E202	Education as administration and management	—
	E203	Education as social relationships	—
Mathematics	M201	Mathematics	M100
	M202	Computer science and statistics	M100
	M203	Mathematical methods	M100
Science	S201	Geology Physics Geophysics	S100
	S202	Physics–Chemistry Geobiology Biochemistry	S100
	S203	Biology Chemistry	S100
Social Sciences	D201	People and organisations	—
	D202	Urban development	—
	D203	Contemporary Britain	—
(not available until 1973)	D204	Economic theory and policy	—
	D205	Psychology–principles & methods	—
Technology	T201	Materials science	S100
	T202	Engineering mechanics	S100
	T203	Electronics design and communications	S100
Interline courses (not available until 1973)	J201	Design	—
	J202	A History of Scientific Thought and Discovery	—

THIRD AND FOURTH LEVEL COURSES

It is proposed to offer in 1973 and subsequent years a variety of courses, some of which may be chosen from among the following:

FACULTY OF ARTS

The European Novel
English Poetry
World Drama
Shakespeare and the Elizabethan Theatre
Twentieth Century Literature in English
Literature and Society in Britain 1890–1920
War and Society
Britain in the Nineteenth and Twentieth Centuries:Historiography and Sources
Studies in Nineteenth and Twentieth Century Art
Meaning in the art of landscape
Early keyboard music and instruments
Studies in British music
Problems of philosophy
The Philosophy of Wittgenstein
The Philosophy of Sartre

FACULTY OF EDUCATIONAL STUDIES

Social relationships in selected particular educational situations.

Administration and management in selected particular educational situations.

Learning and development in selected particular educational situations.

FACULTY OF MATHEMATICS

Mathematics
Computer Science
Statistics
Mathematics and its applications
Courses on special topics in mathematics

FACULTY OF SCIENCE

Physics
Chemistry
Biology
Geology
Cell Biology
Organisms and populations

FACULTY OF SOCIAL SCIENCES

Comparative government
Human geography
Theory and research in sociology
Economic growth, development and planning
Communication
A study of a selected geographical area
Research methods in the social sciences
Ideology and Society

FACULTY OF TECHNOLOGY

Materials science
Engineering mechanics
Electronics design and communications
Systems engineering

INTERLINE COURSES

Design
Applied Psychology
Quantitative economics
Business economics
Philosophy of the social sciences
History of scientific thought and discovery

3.3 Award of the B.A. Degree

The B.A. degree will be awarded to a student who obtains credits in two foundation courses and in four courses at second or subsequent levels. Some examples of course sequences are given in Appendix 4.

As far as possible students will be free to choose any second or third level courses that they wish; but entry to some of these courses will depend on the student having obtained credits in specified earlier courses. Courses which require prerequisites of this kind are indicated in Table 2. However, students may be allowed to study these courses without obtaining credits in the prerequisite courses if they can show that they have already achieved the objectives of the prerequisite course (see Appendix 4).

The B.A. (Honours) degree will be awarded to a student who obtains credits in two foundation courses and in six courses at second or subsequent levels, provided that two of these six are at third or fourth level. Some examples of course sequences are given in Appendix 4.

Students who already hold certain qualifications awarded by other institutions may be exempted from part of the course credit requirements for a degree, but we have not yet had time to decide in general the list of qualifications which may be accepted for this purpose. The only case we have considered in detail is that of certificated teachers.

The Senate has decided that a student who has obtained a teacher's certificate after the equivalent of at least three years of full-time training will require only three and not six credits in University courses in order to obtain a B.A. degree in Educational Studies; and will require only five and not eight credits in University courses in order to obtain a B.A. (Honours) degree in Educational Studies. In other words such a student has been awarded *exemption* from the need to obtain three credits. Similarly, one and two credit exemptions will be awarded to students who have completed the equivalent of one or two years of full-time teacher training respectively. Fuller details of the scheme for exemption for certificated teachers are given in Appendix 4.

In no circumstances will exemption be awarded for more than three credits; and the Senate has decided that all students who are awarded any exemption must still obtain credit in at least one foundation course.

The effect of this is that in 1971 all those who wish to obtain a degree

should register for at least one foundation course. You may not know whether your qualifications will enable you to obtain exemption; we cannot yet tell you; but even if you are eventually awarded exemption you will still have to obtain a credit in a foundation course.

3.4 Non-graduating students

There may be many students who wish to obtain credits in one or more of our courses but who do not wish to continue and to accumulate enough credits to obtain a degree.

If you are in this category please indicate this clearly on the application form. Otherwise we will not know the facts. If you subsequently change your mind and want to proceed to a degree you will always be able to do so, provided you inform us of the change.

Syllabus of the Foundation Courses

The detailed planning of the four foundation courses has begun and will continue throughout 1970. At present, therefore, we can give only a draft syllabus for each course.

4.1 HUMANITIES: A FOUNDATION COURSE (course number A100)

This course is suitable for all students who are interested in man, his history and his cultural achievements.

The aims of the course are:

(a) to awaken interest in and enthusiasm for the study of man, his history and his cultural achievements.

(b) to raise questions about the possible relations between technological development, social organisation, religion, thought and the arts.

(c) to help students towards intelligent reading and assimilation, the clear expression of critical judgments, and habits of intellectual analysis and synthesis.

(d) to guide in basic methods, e.g., the handling of source material, the evaluation of a work of art or literature, clear and logical thinking.

The draft outline of this course is as follows:

Culture and Society

An introduction to the variety of cultures and a discussion of the relations between technological development, social organisation, religion, thought and the arts.

Disciplines and their Methods

a. History
b. Literature
c. Art
d. Music
e. Form and meaning

What does an artist achieve and by what means? Examination of basic terms. Examples of analysis of literature, art and music, and practice in such analysis.

Case Studies

A study of some significant people, works and movements in the light of the methods examined.

a. Which was Socrates? An examination of diverse traditions.
b. What is a gospel? A look at *Mark*, its nature as a writing and an account of its transmission; interpretative questions; religious language and meaning.
c. *The Lives of the Most Eminent Painters, Sculptors and Architects, written by Giorgio Vasari, Painter and Architect of Arezzo, 1568.*
d. Hamlet: a Renaissance Tragedy.
e. Descartes: the father of modern philosophy.
f. March 11, 1829: Mendelssohn revives Bach's *St. Matthew Passion.* Some implications of the rediscovery in the nineteenth century of earlier music.

Industrialisation and Culture in Britain – an extended case study

Some effects of technological advance and economic organization in the nineteenth century. The influence of technical innovation on the creative arts, and the artist's reaction to the values of industrial society. Subjects for study will include: Brunel – the technocrat as hero; the Railway Mania – capitalist enterprise, its prophets and critics; *Whistler v. Ruskin* – the debate on time, skill and value in art; William Morris – art and socialism; T. H. Huxley – science and materialism; D. H. Lawrence, *The Rainbow.*

Logic

Running parallel to the rest of the foundation course will be an introduction to elementary symbolic logic. The purpose of this is to give the arts student some conception of rigour in formal argument, and of the extent to which the techniques of modern logic are applicable to the analysis of arguments in ordinary language.

4.2 MATHEMATICS: A FOUNDATION COURSE (course number M100)

The main aim of this course is to explain not only what mathematics *does* – the various ways in which areas of mathematics can be of use in other fields – but also what mathematics *is*. By the latter we mean that we shall emphasise those concepts which underlie and are common to many areas of mathematics.

But before we go on to explain in somewhat more detail what we mean by this, we shall try to indicate briefly what knowledge we shall assume you have and how we shall try to help those who may have *some* gaps in this assumed knowledge.

In planning this course we fully realise that, however careful we are in scrutinising and minimising the assumptions we make about your previous knowledge, there will inevitably be some of you who do not have all the knowledge that is assumed. Where previous knowledge is assumed, we hope to make available short programmed packages, each covering one specific topic. You will be alerted well ahead of time that the course will assume certain knowledge, and will be offered the contents of this package so as to prepare for that part of the course. In this way we hope to help you to help yourselves. In general, the sort of topics we shall cover in these packages are the techniques encountered during the last years of secondary education if:
(a) they are required for understanding a certain part of the course, and
(b) they do not appear in the course itself in some form.

We return now to an explanation of the course itself and amplify our first paragraph. If we imagine the topics of mathematics as islands, then we can interpret the underlying concepts as the ocean bed from which all the islands arise. Most of you will, in the past, have learned some of the geography of some of the islands. Thus, for example, many of you will have school memories of geometry. This is a typical island; you probably had some idea that geometry could be useful in the unlikely event of your wanting to build pyramids or measure the area of a field, but it is doubtful if you saw any real relationship between the concepts of geometry and the other bits of mathematics that you studied. In the course we propose to offer you, we shall be seeking to establish such relationships, to describe the ocean bed as it were, as well as giving more geographical details about some of the islands, known or unknown to you – but not, as it happens, the islands of classical geometry.

Two other important influences on mathematics today, which also have a unifying effect, deserve specific mention: numerical analysis and computing. Both will be developed, wherever possible, in the context of the areas in which they are applied and from which they draw their methods. Thus numerical methods of solving equations, of differentiation and of integration will be developed side-by-side and in balance with the more traditional theoretical methods. This will also allow us to give an elementary but up-to-date and realistic picture of two important aspects of mathematics, namely the construction of mathematical models of situations arising in other fields and the approach to problem solving. We shall consider problems which occur, for instance, in engineering, medicine, economics, biology, manufacturing and transportation, set up the mathematical models of these problems in known areas or in areas introduced in the course, and then solve them by the most reasonable and realistic method within our experience.

Having successfully completed the course, a student should have a good picture of mathematics today, both as a coherent subject in its own right and also as it serves to develop and explain other subjects.

Our main purpose here is to tell every prospective student, whatever his background, something about the course. We, therefore, did not begin with a detailed syllabus, since many of the topic headings might be meaningless to many readers. But for those who may have heard of, or even studied some of the topics which occur in the course, we give a brief list with just one word of warning: when you read this list remember what we have said above, i.e. the course will attempt to integrate the topics and not present them in isolation.

Among the universal unifying concepts (the ocean bed) we shall include functions, equivalence relations, binary operations, homomorphisms, and elementary considerations of algebraic structure, such as groups, rings, fields, vector spaces, Boolean algebra. Some of the topics (the islands) which will exemplify these structures are logic, ordering, inequalities, matrices, vectors and complex numbers. The analysis and calculus area will be represented by sequences, limits, differentiation, integration, differential equations and one unit on the concepts of topology.

We shall, from the outset, introduce the student to the idea of computing which is an essential factor in modern mathematics. The basic principles of digital computing will be taught early in the course and computing

will be developed as a problem-solving technique throughout the remainder. We intend to provide on-line terminals in study centres or other suitable places where students will be able to communicate their programmes straight into a computer and obtain an immediate response in the form, either of answers, or diagnostic comments corresponding to the programmes they have constructed.

Numerical analysis aspects of the course will include accuracy and errors, finite differences, iterative methods, solution of equations, numerical integration, matrix analysis and the solution of differential equations.

There will also be three units devoted to probability and statistics.

A final unit will be devoted to general considerations of mathematical structure and will attempt to put the course into perspective.

One final word on the general level of the course. It is very difficult to give a precise meaning to 'level' due to the rapid changes in mathematics education. But a general impression can be gained if we say that the course, while overlapping with school topics in places, will be of first year undergraduate level in terms of the maturity it demands.

4.3 SCIENCE: A FOUNDATION COURSE (course number S100)

The main aims of this course are to present and explain some of the concepts and principles of importance in modern science and to show how science, technology and society are interrelated.

The course is designed both for students who may not intend to study science beyond the science foundation level and also for those who need the course as a prerequisite for second level science courses. It will be within the reach of a student without previous formal education in science and with very little mathematical knowledge. Because of its difference from conventional first-year courses, it will present a considerable intellectual challenge even to a student with previous qualifications in science subjects. The treatment of contemporary science and its significance, and the discussion, though essentially non-mathematical, will not be at an elementary level.

A selection of topics from the general areas of physics, chemistry, biology and geology will be discussed in such a way as to show how these disciplines are related to and depend upon each other, and to show what is common, in method, technique and philosophy, and what is specific to each. These topics may be grouped together, very roughly, as follows:

Context and Basis

The growth and meaning of science: science and technology; the emergence of science related to the social framework; measurement – its scales and limitations; instruments as extensions of man's senses; experiments and their interpretation.

Some basic physical concepts underlying all the sciences: space and time; matter, energy and force; states of matter.

Up the Scale of Complexity

The atomic structure of matter: atoms, elements and isotopes; the Periodic Table and its basis.

Chemical bonds and molecular structure: covalent, ionic and metallic bonds; ionic reactions; covalent compounds; how chemical reactions occur; giant molecules – polymers and biopolymers.

Self-organising macromolecules – the cellular basis of life – structure and chemical composition of the cell.

The cell in action – metabolism and control at the cellular level.

Cells and organisms – cell interaction and specialisation, organs and organisms, homeostasis and regulation, the brain.

The genetic code, cell replication and reproduction.

Evolution by natural selection – adaptation to physico-chemical and biotic environment.

Species and populations.

Unity and diversity – adaptive radiation, divergence and convergence of species – diversity in morphological adaptation, but common basic biochemistry – common origins in the 'primordial soup'. What is life?

The Material Environment

The physical properties and structure of the Earth; the distribution of the elements within the Earth.

Evolution of the Earth over the past 4,500 million years – possible pre-petrological processes; evolution and dynamics of ocean-floor and continent formation; evolution of the atmosphere, hydrosphere and biosphere.

The atmosphere and beyond – interactions between atmosphere, hydrosphere and biosphere; atmospheric structure and energetics; the ionosphere, the radiation belts and their significance.

Some Basic Physics – implications and applications

Electromagnetic radiation – what is light? how is it produced? How is it propagated? How does it interact with matter? Waves or photons? Wave-particle duality. Wave-packets and quanta.

Probability, causality and the uncertainty principle.

Quantum physics applied to atomic structure – stationary electron states.

Quantum physics applied to solids – electron states in metals, insulators and semi-conductors.

Basic nuclear physics.

Subnuclear particles and their interactions – high-energy physics.

Beyond the Earth

The Inner and Outer Planets; the Sun and solar radiation; stellar evolution and the distribution of elements within the Universe. The origin of the Universe.

Social Consequences

– from the inner logic of science to its external relationships.

Some examples of large-scale application of science, showing the interdependence of basic science, applied science and technology. The power of science and technology to change the quality of life – for good or ill. Responsibility of scientists to society and of society for science.

4.4 UNDERSTANDING SOCIETY: A FOUNDATION COURSE (course number D100)

All of us understand society – to some extent. We must if we are to survive in it. But our understanding is partial, often superficial and coloured by personal experience. This course is for those who want to understand society better by approaching it systematically. We shall consider five different views of man – the economic, sociological, psychological, political and geographic – in order to highlight these various facets of his life in society.

The course is divided into three parts in which we ask three fundamental questions: why people live in societies; how people live in societies; and what kind of problems they face. In the first part we shall look at such questions as – what does man gain from being under government? What are the economic advantages man secures through living in society? What biological, emotional and social needs does he seek to satisfy?

The second and major section of the course is focused on how men live in societies. This will not simply be a descriptive account of the various social, economic and political systems which man has developed or of the environments in which he has developed them. It will also attempt to analyse, explain and, within limits, predict man's behaviour, drawing when appropriate on scientific methods and skills. Each discipline will thus present a range of its insights. Many examples will be drawn from societies contrasted in complexity.

In the final section of the course we shall take, by way of example, one of the problems that faces the world today: the so-called 'population explosion'. This is a multi-faceted problem in the study of which all the social sciences have a contribution to make.

This course is not only a foundation for further work in the social sciences, but should also appeal strongly to those who wish to pursue other academic disciplines. For, as Barbara Wootton has remarked, it may fall to the social sciences "to bridge the chasm between the scientific and literary worlds, which is today so widely regarded as a threat to the integrity of contemporary culture. While our subject matter links us to the humanities our methods approximate ever more closely to those of the natural sciences".

Final details of the course are still being evolved, but a tentative outline is as follows:

Why People Live in Societies

The fundamentals of human nature; what individuals gain from government; societies and environments; economic co-operation; the interrelationships that form society.

How People Live in Societies

'Socialisation'. Child 'socialisation'; personality development; the family and its functions; attitudes and prejudice.

Economy and Society. Economic wants; the process of production; markets and prices; sociology of economic behaviour.

Money, Wealth and Class. The working of the economy; money; distribution of incomes; social stratification; the psychology of social class.

Spacial Aspects of Society. Habitat and economy in contrasted societies; differential rural land use patterns; zoning within cities; size, complexity and spacing of towns: politico-geographic models.

Government and Politics. Formal structures of government; governmental processes; political cultures; governmental functions in stateless societies; politics in social groups.

Stability, Change and Conflict. The individual and his groups; the stability of society; change and conflict in society.

What Kind of Problems People Face in Societies

An inter-disciplinary analysis of the current 'population explosion'.

Application for Admission as an Undergraduate

5.1 Qualification for Admission

The University Planning Committee took it as axiomatic in their deliberations "that no formal academic qualifications would be required for registration as a student. Anyone could try his or her hand, and only failure to progress adequately would be a bar to continuation of studies". This principle is wholly accepted by the Council and Senate; but it can be operated only within the financial resources made available to the University and within the number of suitable tutors available. The University, therefore, may not be able to accept all the applications that will be received from people wishing to commence their studies in January 1971. If for any reason you cannot be registered this year there is no reason why you should not re-apply for admission in 1972.

5.2 Criteria for determining registration in 1971

Should there be more applications for admission than there are available places, then, in order to decide whether we can accept your application, the questions which will have to be considered will include:

(*a*) Are you sufficiently prepared to benefit from and succeed in your proposed studies at degree level?

(*b*) Is there a particular need for improved educational standards for your present or intended occupational group?

(*c*) Is the course you wish to follow one in which we can provide adequate tutorial help in your region of the country?

(*d*) Did you apply early or late in the list of applicants?

When we have considered all applications in the light of the answers to the first three questions, (and these answers will be used only to a limited extent in determining acceptance), we shall accept applicants on the basis of first come first served. If you wish to have the best chance of starting your studies in 1971 you should therefore apply as soon as possible after the first date for receipt of applications – January 15th, 1970.

5.3 How to complete the application form

You are requested to complete the application form making full use of notes and coding lists provided. The coding lists are designed to assist

The Registry and Library building

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the clerical handling of your application on receipt. PLEASE READ THE INSTRUCTIONS CAREFULLY AND WRITE OR PRINT CLEARLY. You will find enclosed a pre-addressed envelope for the return of your completed application form to the Admissions Office. Completed applications must be sent to the address for admissions given on the front cover and should not be posted before 14th January, 1970. PLEASE DO NOT ENCLOSE ANY EVIDENCE OF ACADEMIC OR PROFESSIONAL QUALIFICATIONS WITH YOUR APPLICATION. You may be required to provide evidence of these at a later date. On receipt at the Admissions Office (which controls centrally the whole process through an Admissions Committee) the form will be checked and you will receive an acknowledgement of receipt of your application, INDICATING THE SERIAL NUMBER WHICH SHOULD BE QUOTED IN ANY SUBSEQUENT CORRESPONDENCE. You should not expect to receive any final decision regarding your application until August 1970.

5.4 How the University will deal with your application

INITIAL PROCEDURES

Your form will be forwarded by the Admissions Office to the Regional Director of the region in which you are permanently resident (see 6.4), and arrangements will be made where necessary for a counsellor to consider your application. The function of the counsellor is to advise you on your application and choice of course, and to advise the University as to whether or not you are prepared for studies at degree level. To assist him in this process you may be invited to attend a local study centre (see 6.5) for interview, and in some cases he will want to write to someone able to comment on your suitability for your proposed course of study. If the counsellor considers that you are inadequately prepared for a degree level course of study at the Open University, he will advise you regarding alternative modes of study or preparatory work for reapplication at a later date. However, this is simply intended as advice and you may request that your application be allowed to stand.

In August 1970 you will be informed whether the University is able to register you provisionally for commencement of studies in January 1971. You will be informed for which foundation course(s) you are registered and you will be advised regarding payment of the provisional registration fee.

'RESERVE LIST' PROCEDURES

In addition to offering registration to as many applicants as possible, the University will also inform a further group of applicants that, although no vacancies exist for them at that time (August), their names have been placed on a 'reserve list'. In the event that applicants who have been offered registration fail to accept it or fail to pay the provisional registration fee (see 8.2), applicants from the reserve list will be offered the resulting vacancies. This may occur throughout the months of November and December 1970. *If such an offer is not accepted or if the provisional registration fee is not paid within two weeks the offer will be automatically cancelled.*

5.5 When you are registered

You will be assigned to a study centre and to a counsellor who will be available to advise you on your studies for the 1971 academic session. You will also be assigned, for each course for which you are registered, to tutors who will correct the written work that you submit and help you with your difficulties.

In due course you will be sent your first correspondence package which includes your first set of assignments and details of registration for the summer schools. *Your provisional registration will lapse automatically if you do not complete and submit your first* **three** *assignments.* If we do not receive your third assignment by the specified date your registration for the course will lapse and you will receive no further assignments. If you decide to continue your course you will be asked to make arrangements for final registration and payment of fees. Thereafter you will continue to receive correspondence packages unless you decide that you wish to discontinue your studies, and inform us accordingly.

5.6 Answers to common enquiries

The University has already received many letters from prospective students expressing interest in the courses to be offered. Some of these raise specific and sometimes unique problems but the majority are concerned with formal entrance requirements, exemptions and preparation. An attempt to answer some of these queries is made below.

FORMAL ENTRANCE REQUIREMENTS

Although evidence of successful academic or professional study is helpful in deciding whether an applicant is adequately prepared for degree level study, no formal qualifications whatsoever will be required before a student can be registered for Open University courses.

EXEMPTIONS

Exemptions from credits for Open University courses can be decided *only* by the Senate of the University. Many of these decisions are still not made. PLEASE DO NOT WRITE TO US ASKING FOR MORE INFORMATION SINCE WE CANNOT PROVIDE IT. Any further decisions will be made known as soon as possible; further details will appear in the Prospectus for 1972.

EXEMPTION FOR CERTIFICATED TEACHERS

The Senate has decided to award general exemptions under the provisions of Regulation 11 (Appendix 4) to certificated teachers. Exemptions granted under this clause are available *only* for those proceeding to the degree of B.A. in Educational Studies with or without honours.

EXEMPTIONS FOR OTHER QUALIFICATIONS

The Senate intends to operate a system of awarding credits in respect of qualifications other than certificates for teachers. Details of these exemptions are not yet available. It is, however, the general intention that successful completion of approved courses of one year's full-time study (or its equivalent) at university or other institutes of higher education, or of similar approved courses sponsored by professional institutions, should count for the award of one credit. Up to three credits may be awarded for longer courses or for combinations of courses. In all these cases the credits awarded will be conditional upon the student proceeding to a B.A. with or without honours in an appropriate field of study determined by the Senate. Furthermore, in all such cases the award of a degree will require that the student obtains a credit in at least *one* foundation course.

If you hold qualifications which you consider may entitle you to claim credit under this clause, *DO NOT APPLY FOR SUCH EXEMPTION NOW.* Since you will be required to obtain *one* credit in a foundation course *whether or not you are awarded any exemption*, you should feel free to apply for the foundation course of your choice in 1971. We will publish details of the exemptions that can be awarded and tell you how to claim for credit in the Prospectus for 1972. Claims for exemption can only be entertained from registered students.

PREPARATION FOR STUDIES AT THE UNIVERSITY

It may be some years since you last undertook an organised programme of study and in such circumstances you would be well advised to undertake some form of preparation. The University is not itself able to offer preparatory courses under its own aegis, but a variety of such courses may be offered by various agencies. Many institutions within the further and higher education system, e.g. university extra-mural departments, colleges of further education, Workers' Educational Association, already provide, for adults, courses of part-time study which would serve this purpose.

Apart from preparatory courses in the subjects you propose to study at the University, there may also be preparatory courses of a more general nature available from these educational institutions in 1970 and subsequent years. For instance, some of the courses in rapid reading might prove of value to you, especially if you wish to follow the foundation courses in 'Humanities' or in 'Understanding Society'. If you intend to study the Mathematics foundation course, you might find many of the courses in modern mathematics for teachers, and similar courses, a useful preparation. You may also find it particularly useful to gain some insight and experience in the methods of learning to be adopted by the Open University, namely the integrated use of correspondence courses and broadcast programmes. Beginning in January, the BBC will broadcast, as part of its adult education provision, three major series planned in collaboration with the National Extension College, Cambridge, in the areas of Mathematics, Literature and History and Social Psychology. These courses will be repeated in 1971.

These preparatory courses are entitled:
'Square Two'
'Reading to Learn'
'Man in Society'

Successful completion of one of these courses would provide evidence, both for the University and for yourself, of your ability to master the special mode of learning in an independent study situation. Enquiries should be directed to the National Extension College, Room U, 8 Shaftesbury Road, Cambridge.

We emphasise that we have *no* formal entrance requirements. Passes in 'O' level or 'A' level examinations are no more a guarantee of entry than is successful completion of one or more of the more specialised preparatory courses; and, indeed, some of the latter might be much more useful to you especially where the integrated use of correspondence course and broadcasts is similar in structure to the foundation courses themselves.

If you have any individual problems or difficulties as to the best way in which you can prepare yourself for study at the Open University, you will find many sources of advice in the adult education field and in the course of your application you will have access to our counselling service.

STUDENTS LIVING OVERSEAS

Because of the initial problems of scale of operation and of the novel educational problems to be solved, it will not be possible for a few years to accept as registered students of the University those who live outside the United Kingdom. Our teaching methods involve the use of correspondence courses, T.V. and radio broadcasts, short-term summer or week-end courses and a regionally-organised tutorial and counselling system; special investigations will be needed to provide, in due course, satisfactory solutions to the problems of integrating all these elements for students living outside the United Kingdom.

STUDENTS UNDER 21

Since a primary aim of the University is to cater for the many thousands of people, fully capable of a higher education, who for one reason or another did not or were not able to take advantage of previous opportunities, it is not intended that students aged under 21 at the time the course begins should be admitted as registered students unless a physical disability or other circumstances outside their control precludes them from being admitted as students for a degree level course at an established institution within the higher or further education systems.

NON-GRADUATING STUDENTS

Students who wish to gain one or more credits in particular courses with the University, but who do not wish to continue their studies to obtain all the credits necessary for the award of a degree, should apply to be admitted as registered students in the usual way.

NON-REGISTERED STUDENTS

Students who wish to follow a course but who do not intend to or cannot register with the University will be able to purchase the study guide to the course and may be able to purchase other course materials. They will not be able to have any assignments assessed by the University staff, to have access to the counselling service, or to the summer schools, or to enter for degree examinations.

Fuller details of the availability of course materials for sale will be published in due course. Please do not write to us now on this topic.

Studying at the Open University

Most Open University students will be fully occupied either through employment or in the home. With this in mind, our courses have been specifically designed for the part-time student who will be studying mainly by himself or herself at home. This section of the Prospectus attempts to explain some of the problems of home study and the ways in which these problems can be overcome, the different modes of study associated with the course elements described in Section 3, and the various services available to students locally.

6.1 Home Study

There are a number of prerequisites for successful home study. The first is obviously a strong desire to study. Open University students will be varied in their aspirations. Some will see the opportunity for career advancement; others will see the opportunity for broadening and enriching their lives; many will want a combination of these two. Others yet again wish to become more helpful and more skilled in voluntary work, in local government and in support of good causes. Without strong motivation of this kind the student studying largely on his own can hardly hope to succeed; but the University's courses will be designed to stimulate and retain the student's interest by ensuring that his tutor's comments on his written work are regularly returned to him.

The second vital element is time to study. Open University courses have been designed on the assumption that each student will study for a minimum of ten hours per week. This will not just happen; to devote this amount of time to study each week for many months each year will call for very careful planning by each student of his or her time.

The third element is a place to study. Students vary considerably in their study habits but it is a fair assumption that, for most students, a room free from other distractions is a minimum condition. The study centres (see 6.5) planned by the University may provide some opportunity for individual study but cannot wholly replace facilities for private study at home.

6.2 Correspondence and Broadcast elements

Study Guide: Before each course begins students will be sent a booklet describing the syllabus for the course, and including the time-table for the despatch of correspondence packages, for the return of written

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The Science and Social Sciences building, from the River Ouzel

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assignments, and for the broadcast of TV and radio programmes, together with a list of books which students are expected to purchase, and a list of books which they are expected to consult. The booklet will also give advice on study methods specific to that course.

INTEGRATED CORRESPONDENCE & BROADCAST ELEMENTS

Courses have been planned on the basis of a fixed time-table for the despatch of course materials and for broadcasts. Within this time-table, the courses are designed to encourage students to learn at the pace which best suits them. Indeed, this is one advantage that study by correspondence can have over conventional methods. This is possible because of the flexibility that written course materials have compared with a lecture and because of modern techniques such as programmed learning. Nevertheless, the student who fails to keep up with the overall time-table may lose ground rapidly and, once behind, catching up can be difficult.

You will receive at regular intervals about ten correspondence 'packages' during a ten-month period. Each package will contain study notes, one or more written assignments to be returned to the tutor for comment, exercises designed to help you test your understanding of the course, problem sheets, notes for further reading and, in some cases, more elaborate aids such as slides, tapes, experimental kits, etc. The balance of the various types of study material will vary depending on the subject matter of the course. You will receive full study instructions with each course package together with a newsletter explaining in more general terms developments at the University and other special items of news.

Continuous assessment of your written work during a course will represents a significant element in the award of a credit (see Section 3.1) and it is clearly in your interests to ensure that assignments are returned at the appropriate time. Each written assignment is sent via the central correspondence division to the tutor for assessment. It is returned to you with the tutor's comments and grade. You should feel free at any time to write to your correspondence tutor about points of academic difficulty.

The extent to which your tutor can provide additional assistance is in part conditioned by the limitation of the medium of communication. Despite regular contact with the counsellor and the correspondence tutor and despite the regular broadcast elements of the course, students

at home can feel academically isolated. The teaching materials are designed to counteract this problem, but here the summer school and local study centre have each an important role to play. In particular, you will find your local study centre a convenient place to meet, and to discuss and work with other students. For many students, group study can be an effective way of solving common problems.

6.3 Summer Schools

Attendance at a summer school is expected of all foundation course students (see Section 3). The summer school takes place approximately two-thirds of the way through the course. It provides an intensive period of study (both during the day and in the evening) in a more conventional learning situation than is possible through study at home. For all students there will be lectures and seminars, and laboratory work will form a particularly important element for science students. Students will be sent full details of summer schools early in their course with an application form on which their preference for time and place can be given.

6.4 Regional Offices

At the time a student is registered he is notified of the Regional Office to which he is allocated and of the study centre which he can attend. (See Appendix 2). The Regional Office provides the administrative headquarters for the organisation of local services. It organises the Regional Assemblies of which all students are members (see 6.7). It runs the local study centres and appoints counselling staff to supervise the work of the centres. It makes contact with many local organisations to ensure that students can obtain maximum benefit from facilities available locally.

6.5 Study Centres

Study centres will provide facilities for watching and listening to programmes and will serve to allow students to meet counsellors and other students. They will be established in as many places as possible so as to give as many students as possible reasonable access to a study

centre (see Appendix 2); but this may not be practicable where students are widely scattered and where communications are poor.

Study centres will probably be open each weekday evening from 6.30 p.m. to at least 9 p.m. and may possibly be open at certain times during the weekend. They will provide places where students can study and meet together and, for the student who feels academically 'isolated', this may be their most important function.

Every student will be assigned to a counsellor whose job it is to give advice on any general academic problem which may arise. If he cannot deal with the problem he will know to whom it should be referred. The counsellor will probably use an appointments system. One of the specific jobs of the counsellor is to see students towards the end of the foundation course to discuss the subsequent courses of study to be followed within the approved study schemes of the University. It is also hoped that the counsellor will encourage students to start discussion groups.

A third function of the study centre is to provide facilities for receiving TV and radio programmes. This will be of particular help to students who are unable to receive the broadcast element of their course at home. In the not too distant future it is hoped to add playback facilities for both TV and radio programmes. It is likely that the terminals which students of mathematics will use for the computing element of their course will also be sited in the study centres.

6.6 Library Facilities

Library facilities will not be provided by the University. Students are expected to buy a number of books for each course, which will be made available as cheaply as possible. Lists will be sent to registered students as soon as possible. Extracts from books or journal articles may, in a limited number of cases, form part of the correspondence material. For other recommended reading students will be largely dependent on local borrowing and reference facilities. The University will send advance copies of its various reading lists to all public libraries, which will be glad to advise students on the services available. Students who experience difficulties in obtaining books should raise the matter with their counsellor.

6.7 Student Participation

The governmental structure of the Open University, as defined in the Charter, is basically the same as that of the established universities; there are, however, some significant differences, resulting from the unique character of the University. As in all other universities, the two main executive bodies are the Council and Senate (see p. 15) but when the University is fully operational, the composition of these will reflect its novel regional organisation, which, through the system of a General Assembly and twelve Regional Assemblies, allow staff and students in the regions directly to influence decision-making. The University considers it important to recognise the maturity and experience of its students and to encourage them to participate in policy-making at all levels – regional and national. Thus each registered student will automatically be a member of one of the *Regional Assemblies* which, within each region, will provide a forum for discussion between the staff of the University and the students. Each Regional Assembly will elect to the General Assembly of the University five members of the regional staff and three students. From among these it will nominate one student and one member of staff as candidates for election to the Council, and elect one member of staff to the Senate.

The General Assembly consists of representatives of the Senate and the elected representatives of the regions and it will thus bring together a selection of those who determine academic policy and procedures and some of those who are affected by these decisions. The General Assembly will be entitled to express opinions to the Senate on any matter affecting the work and interests of the University and will also be responsible for the election, from among the nominees of the Regional Assemblies, of two students and two part-time members of staff to the Council.

6.8 Student Association

The Charter provides for the creation, by Ordinance, of an organisation of students of the University. As soon as possible in 1971 we will consult student opinion through the Regional Assemblies; and thereafter we will take steps to implement this statutory provision.

The Postgraduate Programme

7.1 Structure of the Postgraduate Programme

Our programme of postgraduate study is designed to cater for two kinds of students who wish to proceed to higher degrees for advanced study study and research (see Section 2.2). The first group of students we call 'residential' students. They will be based upon the University at Milton Keynes and will normally devote their full time to study. The second group of students we call 'non-residential' students. They will normally be working for their living and will be studying part-time for their postgraduate degree. Special provisions have been made to allow non-residential students to work towards their degree along similar lines to those that apply to undergraduates, namely by the accumulation of the necessary number of credits at their own pace. These arrangements are described more fully in Appendix 5; they include the introduction of 'research credits' as well as the provision of 'course credits' similar to undergraduate course credits.

7.2 Interim Arrangements for Residential Postgraduate Students

The University is prepared to accept a small number of residential post-graduate students from 1970. These students will work full-time and will be based upon Milton Keynes. They will be required to work under the direct supervision of a member of the full-time academic staff of the University.

Residential postgraduate students will be required to spend a minimum period of 15 calendar months in full-time study before they may present for the degree of M.Phil., or a minimum period of 24 calendar months of full-time study before they may present for the degree of Ph.D.; but the normal periods of study will be 21 and 33 months respectively. Such students may be required to undertake preparatory or other course work as prescribed by their supervisor(s). Until further notice application for acceptance should be made to the Secretary, indicating the discipline in which the applicant wishes to work. All applicants must hold a good honours degree or an equivalent qualification.

Residential postgraduate students will normally be expected to be supported by research grants obtained from agencies such as the Research Councils, but the University has a few Research Studentships available from its own resources. These appointments are renewable annually up to a maximum of three years. The minimum stipend is

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£530 p.a. but additional allowances may be paid according to personal circumstances. Until further notice applications for such Studentships can only be made by a supervisor on behalf of a candidate whom he has agreed to accept.

These are interim arrangements and details of the formal methods of handling applications from those intending to be either residential or non-residential postgraduate students will be published in the Prospectus for 1972, but the principles to be followed are described below.

7.3 Registration of Postgraduate Students

N.B. The following description is correct but will not operate until a further public announcement is made in 1970.

If you wish to become a postgraduate student, either residential or non-residential, you must be a graduate or hold an equivalent qualification and you should normally hold an honours degree or its equivalent. You should apply for registration on a form obtainable from the Secretary. On the form you will be asked to tell us the topic you wish to study and where you propose to study it. If you wish to be a non-residential student you will also have to show that you have access to the necessary facilities for study.

Before your application is accepted we will have to make sure that all these facts are correct and that there is a suitably qualified person available and willing to act as supervisor of your study at the centre where you propose to work. This 'local' supervisor and the 'central' supervisor, who will be a member of the academic staff of the University, will, if your application is successful, be appointed by us.

7.4 The "credit" system

Once you are accepted as a postgraduate student you can start to accumulate credits. These may be either course credits or research credits. Your supervisors will, after consulting you, determine how many of the credits that you acquire must be course credits and what courses you must take. All the other credits needed for the degree you wish to take must be research credits.

Normally only students with an honours degree or its equivalent will be accepted as postgraduate students. If you are in doubt about your

own qualifications you should apply for registration and a ruling will then be given by the Senate.

The credit requirements for the various degrees available are as follows:

TABLE 3

Degree	Minimum number of Research Credits required	Total Credits required
B.Phil.	0	3
M.Phil.	3	6
Ph.D.	6	9

It should be noted that in every case (other than a B.Phil. taken with no research credit) the award of the degree is not dependent only upon the acquisition of the necessary credit, but also upon assessment of a dissertation or thesis submitted for examination.

Initial registration as a postgraduate student remains operative for one year; registration for further periods requires certification by the supervisor(s) that satisfactory progress is being made. This is clearly necessary since research credits are a certification of completion of a *period* of study but are not in themselves a judgment of the quality of the work.

Fees

8.1 System of Payment

Fees must be paid promptly upon demand. Arrangements for the manner and method of payment of fees are still under discussion, and students will receive appropriate instructions at a later date.

Fees, once paid, are not returnable and if for any reason you are unable to continue your studies you will have no claim to a refund of fees. The University reserves the right to revise fees at any time without prior notice.

8.2 Undergraduate Courses in 1971

There will be two separate fees for the students registered for foundation courses in 1971.

Provisional Registration Fee £10. This fee is payable on your initial registration for one or more undergraduate courses and payment thereof will entitle you first to provisional admission and registration as a student and secondly to the first part of your correspondence course(s).

The fee should not be paid until requested. If you are advised (probably in August 1970) that the University will be able to register you provisionally for commencement of studies in January 1971, you will receive a demand for the £10 provisional registration fee to be paid by the 31st October, 1970. Failure to pay the provisional registration fee by this date will mean that your application will be cancelled.

Foundation course fees. The tuition fee for each foundation course is £10. In addition there will be a fee for the summer school or week-end courses that you must attend. This fee of £30 is larger because it must, in addition to contributing to a small extent to the costs of tuition, also cover the board and lodging charges which we must pay to the host institution. The fee will provide for a full two-week residential summer school; if any other arrangement is made to suit you, you will still have to pay this fee. Thus, if you attend a non-residential summer school, or a shorter more concentrated summer school, or a series of week-end courses, the costs to us of making these special arrangements for you will be heavier and we will be unable to offer you any rebate on the fees.

For purposes of payment we have decided to combine the tuition fees and the fee for the summer school or week-end courses; and then to ask you to pay the total sum in two equal instalments. After completing

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Phase I of the academic buildings from the South-West

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your third assignment, and providing you wish to continue your course, arrangements will be made to complete your final registration which will include a demand for the first instalment (£20 or £25) of your foundation course fees to be paid by 7th April, 1971. As a first-year student your failure to pay the instalment by this date will mean that you will not receive any packages and you cannot complete the course for credit, and that your registration as a student of the University will be cancelled.

You will be asked to pay the balance of your foundation course fees (£20 or £25) by the 30th June, 1971, and you will receive a demand for this at the beginning of June, 1971. Failure to pay the balance of this fee by the date due will mean that you cannot complete the course for credit.

8.3 Undergraduate courses in later years

Students who fail to obtain a credit in a foundation course and who wish to repeat that course *will* be required to pay a "repeat" fee of £10. This fee will be payable by the end of January 1972. This fee will be payable in respect of each foundation course that is repeated. It will not entitle the student to attend another summer school or week-end courses.

Students who proceed to second level courses in 1972 will *not* be required to pay any further provisional registration fee. The fee for *each* undergraduate course at second or subsequent level will be £20 payable by the end of January of the year of study. This course fee is a composite one covering re-registration, tuition, counselling, student services, examinations and graduation. Failure to pay this fee by this date will mean that you will receive no further packages and that you cannot complete the course for credit. Where a course involves attendance at a summer school or week-end course an additional fee will be payable, the amount depending upon the duration of the school or course.

8.4 Non-graduating students

The fees for non-graduating students are the same as those for graduating students in all respects.

8.5 Non-registered students

There is also provision (See Appendix 4) whereby persons who are not registered as students of the University for a particular course may apply to sit the examination in any course. The fee for entry for each such examination is £20. Passing the examination does *not* lead to the award of a credit; it merely allows the candidate to register for another course for which the course concerned is a prerequisite. The examination fee will, in the case of successful candidates, cover the registration costs, so that no registration fee will be payable.

8.6 Higher degree fees

Postgraduate Registration Fee £10: This fee is payable on your initial registration as a postgraduate student. Application for registration may be made at any time and if your application is successful you will be invited to register as a postgraduate student. The registration fee will then be requested and must be paid within one month. Failure to pay the registration fee within this time will mean that your application will be cancelled.

Postgraduate Course Fee £20: This fee is payable in respect of each postgraduate course for which you are registered. The charge is a composite one for tuition, counselling, student services and examinations. Where a course involves attendance at a summer school, an additional fee will be payable. Registered postgraduate students will receive a demand for the postgraduate course fee(s), for the courses which they are required to take, which will be payable by the end of January of the year of study. Failure to pay the fee by that date will mean that you will receive no further packages and cannot complete the course for credit.

Research Credit Fee £20: This fee is for supervision and is payable at the start of each period of research which is to count for credit (see 7.1 and Appendix 5). You will receive a demand for each postgraduate research credit fee at the appropriate time. Failure to pay the fee within one month of demand will mean your postgraduate registration lapses.

Examination fee (M.Phil. – £20; Ph.D. – £30): If you have completed the credit requirements for your postgraduate degree you will be required, in order to qualify for the award of a degree, to submit three copies, suitably bound, of a dissertation (for the degree of M.Phil.) or of a thesis (for the degree of Ph.D.). The appropriate examination fee

must be paid at the same time, or the dissertation or thesis will not be examined.

8.7 Remission of fees

Full-time postgraduate students and research assistants supported by the University may, if the Senate agrees, have course fees and research credit fees remitted. No remission of fees can be allowed to part-time members of the counselling and tutorial staff of the University.

All other students must pay all fees in order to qualify for credit.

8.8 Budgeting for your fees

In order to assist students to meet their fees, the due dates for payment have been deliberately phased as far as possible. Students will therefore be able to budget for their fees on a monthly basis. For undergraduate students in 1971 the total fees will amount to either £50 or £60, according to whether one or two foundation courses are being studied. A monthly provision of £6 set aside at the end of each month with effect from the end of September 1970 would provide the funds to enable a student to meet fees as and when they were due, thus:

TABLE 4

Month	Fees due for payment	Cumulative saving at £6 per month, less payments
	£	£
Sept. '70	—	6
Oct.	10 (provisional registration)	12 less 10 = 2
Nov.	—	8
Dec.	—	14
Jan. '71	—	20
Feb.	—	26
Mar.	20 or 25	32 less 25 = 7
April	—	13
May	—	19
June	20 or 25	25 less 25 = 0

Notes:

(a) Students are advised to continue saving at the rate of £6 per month (30/– per week) in order to provide for the subsequent year's fees as they fall due.

(b) The University, in order to operate a multiple instalment system of payment of fees, would be forced to make an extra charge to cover the administrative costs. It is cheaper for students to operate the above system for themselves. In consequence of this no scheme for multiple instalment payments is being offered.

COST OF AN UNDERGRADUATE DEGREE

The total cost of acquiring the B.A. degree and the Honours B.A. degree will vary depending on whether you take only one course per year or whether you take two courses in some years.

TABLE 5

Minimum cost		
	B.A.	Hons. B.A.
Provisional registration fee	10	10
2 Foundation courses in Year 1	50	50
2 Second level courses in Year 2	40	40
2 Second/third level courses in Year 3	40	40
2 Third/fourth level courses in Year 4	—	40
TOTALS	**140**	**180**

There will be additional costs if the second or subsequent level courses involve attendance at summer schools or week-end courses.

TABLE 6

Cost of a Higher Degree			
The minimum costs of postgraduate degrees are as follows:			
	B.Phil. £	M.Phil. £	Ph.D. £
Postgraduate Registration fee	10	10	10
Fees for course or research credits	60	120	180
Examination fee	—	20	30
TOTALS	**£70**	**£150**	**£220**

To these fees must be added the cost of any summer schools or week-end courses required as an integral part of any particular course.

8.9 Grants available to students to cover fees

Full-time students at universities automatically become entitled to grants from their local authority. Since, as a student of the Open University, you are a part-time student, you do not qualify in this way, and any help that you may be able to obtain will thus be entirely at the discretion of your local education authority.

It may also be possible for you to obtain assistance in paying your fees from other sources. If you live in Scotland you should consult the Grants Handbook (price 5/–) or the Catalogue of Trust Funds (price 2/–) issued by the Scottish Union of Students and available from 30 Lothian Street, Edinburgh 8. If you live elsewhere in the United Kingdom you should consult the Grants Handbook (price 4/6) or the Educational Charities booklet (price 2/–) issued by the National Union of Students and available from 3 Endesleigh Street, London, W.C.1.

PLEASE DO *NOT* WRITE TO US ENQUIRING ABOUT GRANTS.

If, after you have been registered as a student you are experiencing major financial difficulty in paying your fees you should consult your counsellor who may be able to help you with further advice.

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2
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Cornwall

Calendar for 1970

15th January	Opening date for receipt of applications for registration for foundation courses in 1971.
4th August	Last date for receipt of applications.
4th September	Last date for notification of acceptances of applications.
31st October	Last date for payment of provisional registration fee. (Failure to pay by this date means cancellation of application; the resulting vacancy will be offered to another applicant on the "reserve list".)
During November December	Notification of further acceptances from "reserve list". Allocation of registered students to tutors, counsellors and study centres. Distribution of first correspondence package to registered students.

Provisional Calendar for the Academic Year 1971

N.B. Broadcasting weeks begin on Saturdays

Week number	*Starting Date*		*Course unit being broadcast*	*Other events*
1	January	2		
2	January	9	Broadcasts 1	
3	January	16	Broadcasts 2	
4	January	23	Broadcasts 3	
5	January	30	Broadcasts 4	
6	February	6	Broadcasts 5	
7	February	13	Broadcasts 6	
8	February	20	Broadcasts 7	
9	February	27	Broadcasts 8	
10	March	6	Broadcasts 9	
11	March	13	Broadcasts 10	
12	March	20	Broadcasts 11	
13	March	27	Broadcasts 12	
14	April	3	Broadcasts 13 (Sunday–Wednesday only)	Course fees (first instalment) due by 7 April

(Easter Sunday: 11 April)

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Week number	*Starting Date*		*Course unit being broadcast*	*Other events*
15	April	10	Broadcasts 13 (Thursday–Friday)	
16	April	17	Broadcasts 14	
17	April	24	Broadcasts 15	
18	May	1	Broadcasts 16	
19	May	8	Broadcasts 17	
20	May	15	Broadcasts 18	
21	May	22	Broadcasts 19	
22	May	29		
	(Spring Bank Holiday: 31 May)			
23	June	5	Broadcasts 20	
24	June	12	Broadcasts 21	Course fees (2nd instalment) due by 30 June
25	June	19		
26	June	26		
27	July	3		
28	July	10	Broadcasts 22	
29	July	17	Broadcasts 23	
30	July	24	Broadcasts 24	
31	July	31	Broadcasts 25	
32	August	7	Broadcasts 26	
33	August	14	Broadcasts 27	
34	August	21	Broadcasts 28	
35	August	28		
	(Autumn Bank Holiday: 30 August)			
36	September	4	Broadcasts 29	
37	September	11	Broadcasts 30	
38	September	18	Broadcasts 31	
39	September	25	Broadcasts 32	
40	October	2	Broadcasts 33	
41	October	9	Broadcasts 34	
42	October	16	Broadcasts 35	

Week number	*Starting Date*	*Course unit being broadcast*	*Other events*
43	October 23	Broadcasts 36	Candidates for 1972 admission to pay Provisional Registration fee by 31 October
44	October 30		EXAMINATIONS START
45	November 6		
46	November 13		
47	November 20		
48	November 27		
49	December 4		Final pass list for foundation courses produced
50	December 11		
51	December 18		
52	December 29		

Television and Radio Programmes

BROADCASTING TIMES FOR 1971

The television and radio programmes for the Open University's foundation courses will be broadcast on the national networks, television on BBC2 and radio on VHF Radio 3 or 4. Broadcasts will take place in the early evenings during the week and on Saturday and Sunday mornings; each programme will be repeated within a week of the first showing, normally at a time different from that of the original broadcast.

The actual division of broadcasting time between the four faculties has yet to be determined, and registered students will be provided with a detailed schedule of all broadcast programmes before the beginning of their courses.

Regions, Regional offices and Study Centres

REGIONS AND REGIONAL OFFICES

A map of the regions, showing the regional offices, appears on page 96.

Code No.	Region	Location of H.Q.	Address
1	London	London	38 Belgrave Square, London S.W.1
2	South	Oxford	Third Floor, Cherwell House, London Place, St. Clements, Oxford
3	South West	Bristol	
4	West Midlands	Birmingham	
5	East Midlands	Nottingham	
6	East Anglia	Cambridge	32 Trumpington Street, Cambridge
7	Yorkshire	Leeds	
8	North West	Manchester	
9	North East	Newcastle	Bruce Building, 101 Percy Street, Newcastle upon Tyne
10	Wales	Cardiff	
11	Scotland	Edinburgh	14 George Square, Edinburgh, EH8 9JZ
		Glasgow	Department of Extra-Mural Studies, University of Glasgow, 57/59 Oakfield Avenue, Glasgow, W.2
12	Northern Ireland	Belfast	

Correspondence with regional directors in regions for which no address of a regional office is given above should be directed to the Director of Regional Services, The Open University, 38 Belgrave Square, London S.W.1.

Proposed locations for Study Centres

There follows a list of centres where it is tentatively considered that the number of registered students having reasonable access will be sufficient to justify the setting up of a study centre. It is probable that arrangements will be made to permit counsellors to meet applicants for registration in 1971 in many of these centres during 1970.

REGION 1 London, Kent and East Sussex

Central London:	various centres		
Outer London:	Acton	Bexley	Bromley
	Croydon	Ealing	Enfield
	Finchley	Harrow	Hendon
	Hornchurch	Hornsey	Hounslow
	Ilford	Kingston	Richmond
	Romford	Ruislip	Southall
	Sutton	Walthamstow	Wanstead
	Wembley	West Ham	Wimbledon
Other Centres:	Ashford	Brighton	Canterbury
	Chatham	Dartford	Eastbourne
	Hastings	Maidstone	Tunbridge Wells

REGION 2 South

Aldershot	Aylesbury	Banbury	Basingstoke
Bletchley (Milton Keynes)	Bournemouth	Chichester	Crawley
Dorchester	Guildford	High Wycombe	Oxford
Portsmouth	Reading	Reigate	Salisbury
Slough	Southampton	Staines	Winchester
Worthing			

REGION 3 South West

Barnstaple	Bath	Bristol	Cheltenham
Exeter	Gloucester	Plymouth	Swindon
Taunton	Torbay	Truro	Weston-super-Mare
Yeovil			

REGION 4 West Midlands

Birmingham	Burton-on-Trent	Coventry	Dawley
Dudley	Hereford	Kidderminster	Leamington Spa
Nuneaton	Rugby	Shrewsbury	Solihull
Stafford	Stoke-on-Trent	Sutton Coldfield	Walsall
West Bromwich	Wolverhampton	Worcester	

REGION 5 East Midlands

Boston	Chesterfield	Derby	Grimsby
Grantham	Kettering	Leicester	Lincoln
Mansfield	Matlock	Northampton	Nottingham
Scunthorpe	Worksop		

REGION 6 East Anglia

Basildon	Bedford	Bury St. Edmunds	Cambridge
Chelmsford	Colchester	Great Yarmouth	Harlow
Ipswich	King's Lynn	Letchworth	Luton
Norwich	Peterborough	St. Albans	Southend
Watford			

REGION 7 Yorkshire

Barnsley	Bradford	Castleford	Dewsbury
Doncaster	Halifax	Harrogate	Huddersfield
Keighley	Kingston-upon-Hull	Leeds	Pontefract
Rotherham	Scarborough	Sheffield	Wakefield
York			

REGION 8 North West

Barrow	Blackburn	Blackpool	Bolton
Burnley	Chester	Crewe	Douglas, Isle of Man
Lancaster			
Liverpool	Birkenhead	Bootle	Runcorn
St. Helens	Southport	Wigan	
Manchester	Altrincham	Ashton-under-Lyne	Bury
Leigh	Northwich	Oldham	Preston
Rochdale	Stockport	Warrington	Wilmslow

REGION 9 North East

Ashington	Berwick	Bishop Auckland	Carlisle
Darlington	Durham	Hexham	Newcastle upon Tyne
South Shields	Sunderland	Teesside	Tynemouth
West Hartlepool	Whitehaven		

REGION 10 Wales

Aberystwyth	Bangor	Cardiff	Colwyn
Merthyr Tydfil	Newport	Pembroke	Swansea
Tredegar	Wrexham		

REGION 11 Scotland

Aberdeen	Arbroath	Ayr	Clydebank
Coatbridge	Dumbarton	Dundee	Dunfermline
Dumfries	East Kilbride	Edinburgh	Falkirk
Galashiels	Glasgow	Greenock	Hamilton
Inverness	Kilmarnock	Kirkcaldy	Motherwell
Paisley	Perth	St. Andrews	Stirling

Region 12 Northern Ireland

Belfast	Londonderry

Provisional list of Summer School Centres

Negotiations are in train to institute summer schools in the following towns:

Bangor	Exeter	Loughborough
Durham	Guildford	Warwick
Edinburgh	Keele	York
	London	

Regulations governing the award of the B.A. degree

4.1 The University will award only one undergraduate degree, the Bachelor of Arts (B.A.) with or without honours. The B.A. or B.A. (Honours) degree is awarded for study in all faculties of the University and for combinations of courses drawn from two or more faculties and for combinations of courses which include interfaculty courses (i.e. provided by more than one faculty).

4.2 A student proceeding to the B.A. or B.A. (Honours) degree must study a number of courses each of which represents a programme of study over one academic year. A student who satisfactorily completes the work of any one course and also satisfies the examiners in the assessments made during and at the end of the course will be awarded a certificate of credit in that course. Students may take up to two courses in each year (running concurrently) and their study may be spread over any number of years.

4.3 Courses are offered at four levels of academic study. Students may not register for a course at the second or a subsequent level unless at least one credit has been obtained in a course at the immediately preceding level.

4.4 All students proceeding to the B.A. or B.A. (Honours) degree must obtain credits in two first level (foundation) courses (see, however, 4.11). Only two foundation course credits may count towards the award of a degree.

4.5 A student proceeding to the B.A. degree must obtain credits in a further four courses at second or subsequent levels.

4.6 A student proceeding to the B.A. (Honours) degree must obtain credits in a further six courses at second or subsequent levels, of which at least two must be at third or fourth level.

Examples of combinations of course credits acceptable for the award of the B.A. or the B.A. (Honours) degree are given below.

TABLE A

		No. of credits obtained at level			
	Example	First (Foundation)	Second	Third	Fourth
For B.A. Degree	A	2	4		
	B	2	3	1	
	C	2	2	2	
	D	2	2	1	1

For Honours B.A. degree	E	2	4	2	
	F	2	4	1	1
	G	2	3	3	
	H	2	3	2	1
	I	2	2	2	2

4.7 Students may not register for second level courses listed in Table 2 as having a prerequisite unless they have obtained a credit in the particular course or courses specified in the column of Table 2 headed 'Prerequisites'. Exceptions may be made to this regulation if the student can show that he has already achieved the objectives of the course or courses specified as prerequisites.

EXEMPTIONS

4.8 The Senate has power to exempt from the requirement to obtain a credit in any course a student who has obtained a qualification from another institution which, in the opinion of the Senate, is of equivalent standard and content to that required for that particular course credit.

4.9 Should such an exemption be awarded to a student he shall, for the purpose of all the regulations, be regarded as having obtained the credit for which exemption has been awarded.

4.10 Students who consider that they have already satisfied the objectives of any course may enter for an examination, on payment of the appropriate fee, by application to the Secretary. No credit will be awarded to students who satisfy the examiners, but they will be permitted to register for any subsequent courses for which such a credit is a prerequisite.

4.11 In certain cases and for certain qualifications obtained at other institutions the Senate may award a number of credits (not exceeding three) without specifying particular courses in which exemption is granted. In such cases the student shall be eligible for the award of a degree provided that he includes in the credits taken by examination at least one foundation course, and provided that he satisfies all the other regulations. The award of such unspecified credits does not allow registration for courses with specific prerequisites except as provided for in Regulation 10.

Exemption for Certificated Teachers

4.12 The Senate will award exemptions under Regulation 11 to certificated teachers. Exemptions granted under this clause are available *only* for those proceeding to the degree of B.A. in Educational Studies with or without honours. Candidates for exemption should normally have completed their probationary period. Credits

will be awarded at the rate of one for each year of full-time teacher training (or the equivalent amount of part-time teacher training): *but in no case will more than three credits be awarded*. In calculating the total number of years of full-time (or its equivalent) teacher training, all the following course types may be included, provided each course lasts at least one year full-time (or its equivalent);

Initial teacher training courses:

integrated* — general
— specialist
end-on or**
subsequent — for graduates
— for holders of certain art qualifications
— for holders of certain specialist qualifications
— in Colleges of Education (Technical)

Further training courses:

supplementary
advanced

*initial training courses where the personal higher education of the student proceeds concurrently with professional training for teachers and is recognised by a single qualification.

**initial training courses where the professional training for teaching is separate from most of the personal higher and/or further education of the student and/or is recognised by a separate qualification.

Emergency trained teachers who, after successfully completing their full-time course, also fulfilled the normal requirement of their probation, and undertook supervised study for a two-year part-time period, will be regarded as having completed a two-year full-time course of initial teacher training for exemption purposes.

All students granted exemption under this clause are required to obtain:
(*a*) a minimum number of Educational Studies course credits on the following basis:
1 for B.A. in Educational Studies with *three* credit exemptions
2 for B.A. in Educational Studies with *two* credit exemptions
3 for B.A. in Educational Studies with *one* credit exemption
3 for Honours B.A. in Educational Studies with *three* or *two* credit exemptions
4 for Honours B.A. in Educational Studies with *one* credit exemption

(*b*) at least one credit in a foundation course. The University reserves the right to insist that in some cases the foundation course(s) chosen for credit shall be in a specialist field or fields other than the one(s) which the teacher specialised in during training.

Certificated teachers wishing to claim credit under this clause should apply for admission in the usual way and claim exemption *after acceptance* on a form obtainable from the Secretary. *No claim for exemption can be entertained except from registered students.*

Table B shows *some examples* of course sequences leading to the degree of B.A. and of B.A. (Honours) in Educational Studies open to students granted credits under this clause.

TABLE B

(The entries in brackets in the Table give the minimum number of courses at each level that must be drawn from the educational studies line of study.)

No. of credits awarded by exemption	Degree	Example	No. of credits required at level		
			First or Foundation	Second	Third or Fourth
3	B.A.	A	1	2 (2)	
		B	1	1 (1)	1 (1)
3	Honours B.A.	C	1	2 (1)	2 (1)
2	B.A.	D	2	2 (2)	
		E	2	1 (1)	1 (1)
		F	1	3 (2)	
		G	1	2 (1)	1 (1)
2	Honours B.A.	H	2	2 (1)	2 (1)
		I	1	3 (1)	2 (1)
1	B.A.	J	2	3 (2)	
		K	2	2 (1)	1 (1)
		L	1	4 (2)	
		M	1	3 (1)	1 (1)
		N	1	2 (1)	2 (1)
1	Honours B.A.	O	2	3 (1)	2 (1)
		P	1	4 (1)	2 (1)
		Q	1	3 (1)	3 (1)

4.13 *Non-graduating students* who wish to pursue courses for which there are stated prerequisites must either:

(a) give evidence to the Senate that they have attained a level of education in their chosen subject which equips them to embark upon the course or courses they have selected. Such evidence may be a degree in the relevant discipline or in an associated subject, a qualification regarded by the Senate as being of sufficient academic standing, or (exceptionally) industrial, or other relevant experience. If the Senate is satisfied that a candidate is sufficiently qualified in the subject he has chosen, it will waive Regulation 7 above: *or*

(b) under Regulation 10 above, pass the special examination in the course which is stipulated as a prerequisite for the subject they wish to study; *or*

(c) if they fail to satisfy the provisions of either (a) or (b) above, register for and obtain a credit in the course which is stated as a prerequisite.

Regulations governing the award of higher degrees for advanced study and research

5.1 The University will award the degrees of Bachelor of Philosophy (B.Phil.), Master of Philosophy (M.Phil.) or Doctor of Philosophy (Ph.D.) for successful completion of postgraduate programmes of advanced study and research.

5.2 Students registered for postgraduate study must be graduates or hold such other qualifications as are recognised by the Senate as equivalent to a degree. Normally only students with an honours degree or its equivalent will be accepted for registration.

5.3 Postgraduate students may register as "residential" or as "non-residential" students. Residential postgraduate study will normally be restricted to study based upon the University's headquarters at Milton Keynes. Non-residential postgraduate study is open to all other students satisfying these regulations.

5.4 Registration, either residential or non-residential, is initially as a postgraduate student (and not specifically as a candidate for the degree of B.Phil., M.Phil. or Ph.D.).

5.5 *Residential postgraduate students* will normally be required to spend a minimum period of 21 calendar months in full-time study before they may present themselves for the degree of M.Phil., or a minimum period of 33 calendar months of full-time study before they may present for the degree of Ph.D. Exceptionally these minimum periods may be reduced to 15 and 24 months respectively. Such students may be required to undertake preparatory or other course work as prescribed by their supervisor(s). Residential postgraduate students are normally supervised by a member or members of the full-time academic staff of the University. In certain cases, the University may appoint a person or persons suitably qualified in the candidate's field of study to act as additional supervisor(s) of his work.

5.6 *Non-residential students,* unless they plan to proceed only to the B.Phil., must, in making application, state their proposed field of study and show that they have access to the necessary facilities for their study. Local supervisors, who have research or other appropriate experience in the field of the candidate's programme of work, and experience in training students in research methods, will be appointed by the Senate. The University will also appoint a central supervisor from among the members of the academic staff of the University. Within one year of first registration the student must, in consultation with his supervisor(s), propose the title of his dissertation or thesis for approval by the Senate.

Candidates for registration as postgraduate students will be provided, on the application form, with further details related to procedures to be followed in the appointment of a local supervisor.

5.7 *Non-residential* postgraduate students may obtain credits either by coursework (a course credit) or research (a research credit).

5.8 The course credits required of the student will be determined by the supervisor(s) and will normally be chosen from amongst the courses offered by the University, to suit the particular needs of each student in relation to his proposed topic of study. To obtain a credit in a course a student must perform satisfactorily in the assessment associated with the course.

5.9 Registered postgraduate students may be exempted wholly or partly from the requirement to obtain course credits if, in the opinion of the Senate, they have already acquired comparable qualifications *by course work* taken in the University or in another institution.

5.10 One research credit will be awarded for the equivalent of three months full-time active pursuit of the chosen topic, which may however be spread as part-time work over any period of time up to one year. The completion of each period of research of this duration must be certified by the supervisors, after which a certificate of credit will be issued by the University. With the approval of the supervisor(s), research credits may be taken before, concurrently with, or after the completion of any necessary course credits.

5.11 The credit requirements necessary to qualify for the award of the various degrees are listed below:

Degree	*Minimum number of Research Credits required*	*Total Credits required*
B.Phil.	0	3
M.Phil.	3	6
Ph.D.	6	9

Additional requirements where relevant for the award of the degree are listed under paragraphs 14 and 15 below.

5.12 Initial registration as a postgraduate student remains operative for one year; registration for further periods requires certification by the supervisor(s) that satisfactory progress is being made. In the event of unfavourable reports from supervisor(s), the Senate may at any time limit or terminate a candidate's registration as a postgraduate student. In the event of the supervisor(s) reporting that a candidate who has completed the required number of course and/or research credits to qualify for the award of a degree, but has not developed the topic of his dissertation or thesis to a level which justifies its submission to the examiners, the Senate may require a candidate to undertake further research.

5.13 When the credit requirements for a B.Phil. are completed, the degree will be awarded unless the candidate chooses to proceed to an M.Phil., in which case it will be withheld. If the candidate subsequently abandons his intention to proceed to the M.Phil. the degree of B.Phil. will be awarded.

5.14 Candidates who complete the credit requirements for the M.Phil. will also be required, before the degree is awarded, to submit three copies, suitably bound, of a dissertation upon the research work that has been completed. The dissertation will be submitted to internal and external examiners appointed by the Senate. It must show evidence of being a contribution to learning or of being a critical review of some branch of scholarship. Candidates will be required to attend a *viva voce* examination upon their dissertation. Postgraduate students who have completed the credit requirements for a M.Phil. may apply for permission to proceed to a Ph.D. If this application is successful they will not submit a dissertation but will proceed to acquire the additional credits required. Should they subsequently abandon the intention to proceed to a Ph.D. they may submit a dissertation for the M.Phil. at any time within a period of three years from the acquisition of the necessary credits.

5.15 Candidates who have completed the credit requirements for the Ph.D. will also require, before the degree is awarded, to submit three copies, suitably bound, of a thesis. The thesis will be submitted to internal and external examiners appointed by the Senate. It must show evidence of being a significant contribution to learning and, in the opinion of the examiners, of the capacity of the candidate to pursue further research studies without further supervision. Candidates will be required to attend a *viva voce* examination upon their thesis.

5.16 Dissertations and theses may be found by the examiners to be acceptable; they may be found acceptable after minor modifications which the candidate must implement satisfactorily before the degree can be awarded; they may be found unacceptable without major revision and resubmission; or they may be found unacceptable.

Regulations governing the award of higher doctorates

6.1 The University will award two higher doctorates, the Doctor of Letters (D.Litt.) and the Doctor of Science (D.Sc.).

6.2 The D.Litt. and D.Sc. are open only to graduates of the Open University, to those holding postgraduate diplomas of the Open University, and to members of the full-time staff of the Open University.

6.3 Candidates for the D.Litt. and D.Sc. must submit three copies of the published work(s) which they wish to be considered.

6.4 The work(s) submitted will be examined by internal and external examiners appointed by the Senate. The work(s) must represent a substantial and significant contribution to learning in a particular field of study and must, in the opinion of the examiners, indicate the candidate's recognisable authority in that field.

6.5 Any submission of work(s) for a higher degree must be accompanied by an examination fee of £50.

6.6 Before submitting work(s), intending candidates are advised to consult the appropriate Director of Studies who will be happy to comment informally upon the suitability of the proposed submission.